



DOVER PLANNING BOARD – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chamber's 288 Central Avenue
Meeting Date: **Tuesday, June 11, 2019**
Meeting Time: **7:00 pm**

Members Present: Gina Cruikshank (Chair), Dave Landry, Frank Torr, Tom Clark, Jackson Kaspari, Lee Skinner, Ellen Brooks (Alternate), Matt Sullivan (Alternate), Dave White, Hayley Harmon (Vice Chair)

Members Not Present (excused): James Burdin (Alternate), Dennis Ciotti (Councilor)

Members Not Present (un-excused): None

Staff Present: Christopher Parker, Assistant City Manager

The Chair called the meeting to order at 7:00 pm and stated only a Councilor can sit for Councilor Ciotti.

1. CITIZENS' FORUM

Citizens Forum Open No one spoke. *Citizens Forum Closed.*

2. APPROVAL OF THE PRIOR MINUTES

- May 28, 2019 Regular Meeting Minutes

Motion: F. Torr made a motion to approve the minutes. Seconded by L. Skinner. Vote: U/A.

3. OLD BUSINESS

- A. Public Hearing to consider amendments to Chapter 170, entitled "Zoning Ordinance" of the code of the City of Dover. Amendments include revising terminology, references, footnotes, fees, height of fences, and architectural and streetscape standards including solar. The full text of the amendments is available in Planning Department & at www.dover.nh.gov located under City Documents & View Current City Reports. *

C. Parker gave background of the project and noted none of these changes are for zoning purposes. Those items are still being discussed and will be presented in the fall. He noted the procedure for these amendments is that there will be another public hearing in two weeks at the Planning Board level before being recommended to Council.

Public hearing opened.

Mark McCowski, 44 Mt. Vernon St wanted to know more about the threshold for solar panels amendment.

Public Hearing closed.

C. Parker addressed the public comment explaining that any mixed-use building in the downtown area over 25,000 sq. ft. would be required to have solar panels. Any building created in that area would be required to be solar-ready.

4. NEW BUSINESS

- A. Consideration and acceptance of a Request to use Transfer of Development Rights to purchase units for Daniel Sheehan, Assessor's Map H, Lot 10, zoned R-20, located at 55 Durham Rd. (Proposal is to buy 2 units) *(P19-41)

C. Parker stated that the applicant wishes to convert the existing residence into a duplex by right and to build a second duplex through Transfer of Development. This would create a total of 4 units on the property,



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which would share the driveway and parking lot. If the lot were subdivided the applicant could get one unit by right, on the new lot, and either do an accessory dwelling unit on the second. When reviewing the site and the tax maps, there is multi-family across Durham Road, a mix of single family and two family further up Durham Road, the fire station and middle school also about the site.

Dan Sheehan, 55 Durham Road, the applicant, discussed the proposal and presented the application.

Motion: L. Skinner made a motion to accept the application. Seconded by D. White. Vote U/A.

Public hearing opened. No one spoke. Public Hearing closed.

STAFF RECOMMENDATION:

Chapter 170-27.2 of the Zoning Ordinance of the City Code provides for transfer of development rights via two processes, this uses the original process, not the affordable single family process. Planning Department recommends that the Planning Board approve the sale of two units with the following condition:

Conditions to be Met Prior to Granting the TDR:

1. Payment of the TDR fee (\$26,804)
2. Revise the plan to note what relief is granted and any requirements of Chapter 170-27.2. G0 (3)
(b)

Conditions to be Met Prior to Issuance of a Building Permit:

4. Technical Review Committee reviews the parking lot and stormwater management for administrative approval
5. The new dwelling units shall be assessed and pay the current water and sewer investment fees in place at the time of application for service.

Conditions to be Met Prior to Occupancy

5. Issuance of a certificate of occupancy.
6. Impact fees for new dwelling units shall be paid per the invoice included with the Notice of Decision.
7. The applicant shall provide a letter of credit or other form of security acceptable to the City for any unfinished work.

Motion: D. White made a motion that the Planning Board determine that proposal is consistent with the neighborhood and approve the TDR with staff recommended conditions. Seconded by D. Landry. Vote U/A

5. STAFF COMMENTS

- TRC item since the last meeting: Final review of Phase II of Bradley Commons
- Rezoning Committee update
- Kirt Schuman named Citizen Planner of the Year by NHPA
- Review of changes to application and process
- Review of TDR memo – C. Parker had sent out a review document for board viewing and he highlighted the document at this point in the meeting.

6. MEMBER COMMENTS

Review of TDR memo discussion continued:

D. Landry wondered about the housing starts statistics. C. Parker explained where he got the information and said he could share it with D. Landry by email.



CITY OF DOVER

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D. Landry was curious about the timing of payment for the conservation fund. C. Parker said the fee has to be paid before the plan will be signed.

D. Landry noted many of the units are rental units rather than single-family homes which he believed was the initial intention. What will control the rental prices for apartments? C. Parker said the ordinance about apartments does not address affordability. D. Landry commented that might be an area to tweak in the future.

D. Landry is in favor of the increased external buffers.

L. Skinner does not want to rush into new procedures without taking the time to review if the procedures put in place are having the effect intended. He wondered how many children will be entering the school system due to the added apartments. He also would prefer more commercial growth rather than just residential growth.

D. Landry said sales data is needed before drawing conclusions. He is in favor of density, but perhaps the board needs to look at applying it to the proper areas of the City. He reiterated wanting to focus on gaining some affordability in the apartment units.

F. Torr wants the new construction to maintain the character of Dover.

7. ADJOURNMENT

Motion: L. Skinner made a motion to adjourn at 7:50 pm. Seconded by F. Torr. Vote U/A